

**County of Tulare**  
**HEALTH & HUMAN SERVICES AGENCY**  
**HUMAN SERVICES BRANCH**

5957 S. Mooney Blvd., Visalia, CA 93277 • (209) 737-4682 • (209) 737-4694 (fax)

*Ronald W. Probasco, Agency Director*



*John Davis, Assistant Agency Director*

February 3, 1998

Diane Just, County Liaison  
744 P Street, M.S. 14-44  
Sacramento, CA

RE: Clarifications to the Tulare County Welfare Reform Plan: TulareWORKs

Dear Ms. Just:

Thank you for your assistance in the review of the Tulare County Welfare Reform Plan: TulareWORKs. Your input has been helpful and we have reconsidered portions of the plan language.

We have amended the TulareWORKs plan to clarify several points. Those amendments are detailed in this letter, and have been incorporated into the plan language.

**TulareWORKs Plan, page 8, paragraph 4:**

The local faith community has been added to the list of private sector partners.

**TulareWORKs Plan, page 15, paragraph 1:**

The language pertaining to case by case exceptions has been deleted.

**TulareWORKs Plan, page 16, paragraphs 2,3, and 4:**

The phrase license-exempt substituted for the word "unlicensed," and a sentence is added to clarify that TulareWORKs participants may choose licensed or license-exempt care.

**TulareWORKs Plan, page 17, paragraphs 2,3, 4, and 5:**

These paragraphs explain the access to Resource and Referral and reviews the Tulare County Office of Education structure for providing child care.

**TulareWORKs Plan, page 17, paragraphs 8 and 9:**

This section has been reworded to clarify that Tulare County will comply with the a six month exemption from welfare-to-work activities based on the age of a child. The length of the exemption may be decreased or extended based on individual assessments using objective criteria. The objective criteria for assessments is included in the section.

**TulareWORKs Plan, page 19, paragraph 6 :**

Language for case-by-case exceptions was deleted.

February 3, 1998

Page 2

**TulareWORKs Plan, page 24, paragraph 5:**

A paragraph has been added clarifying the process for determining waivers from welfare-to-work activities for victims of domestic violence.

**TulareWORKs Plan, page 26, paragraphs 2, 4, 6, 8, 10:**

These paragraphs have been added to clarify tracking measures for local objectives.

*former 33*

**TulareWORKs Plan, page 34, paragraph 7:**

This paragraph was been rephrased to clarify the conditions under which a person becomes ineligible for cash aid.

*former 34*

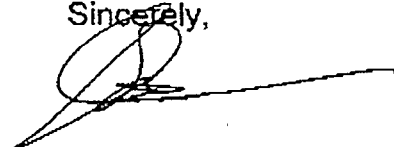
**TulareWORKs Plan, page 35, paragraph 1:**

This paragraph has amended to list available resources. Additionally, the language for case-by-case exceptions has been deleted.

A copy of the amended plan is included with this letter.

If you have further comments, please contact Sabrina Kesterson at (209) 737-4660, extension 2103.

Sincerely,



John Davis  
Assistant Agency Director

*Pages changed #'s only*

*28 → 29*

*29 → 30*

*30 → 31*

*31 → 32*

*32 → 33*

*35 → 36*

*36 → 37*

*37 → 38*

*38 → 39*

## GRIEVANCE PROCEDURES

### POLICY

Whenever a GAIN participant believes that any program requirement or assignment is in violation of the contract or is inconsistent with the program, he/she shall be informed of the right to file a formal grievance.

When a GAIN participant disagrees with the results of an assessment made in accordance with EAS Section 42-773 (Development of an Employment Plan) or EAS Section 42-774.2 (Participation in Contract Amendments), he/she shall be informed of the right to file a Conciliation Grievance.

The GAIN participant shall also be informed of the right to request a State Hearing if he/she is dissatisfied with the results of either a Formal Grievance or a Conciliation Grievance.

### PROCEDURES

#### A. Formal Grievance

The procedures as established by the County Board of Supervisors for grievance proceedings shall be followed. These procedures provide that any person who is dissatisfied with any action taken by the Tulare County Department of Public Social Services action because he/she believe the program requirement or assignment is in violation of his/her contract or is inconsistent with the programs has a right to have such action reviewed under the following procedures.

1. The claimant must file a request for hearing with the Department of Public Social Services either in writing or verbally, stating his/her complaint, within 30 days of the date the action was taken. This request must be specific as to the county action with which the claimant is dissatisfied.

2. The Department of Public Social Services shall acknowledge receipt of the request and set a date for the hearing within 30 days of receiving satisfactory clarification of the issues if they are not clearly stated in the original request. No hearing will be scheduled until the county determines the issues to be resolved are clearly identified.

3. The Department Director shall designate an independent, impartial hearing officer for all grievance proceedings.

4. The claimant shall have the right to be represented by an attorney or other representative.

5. The claimant and/or the designated representative shall have the right to a written statement from the county in advance of the hearing setting forth the facts and basis of the county's position. In addition, they shall have access to relevant documents and information in advance of the hearing.

6. During the hearing, the claimant shall have the right to present evidence and question witnesses.

7. A tape recording or other verbatim record of the hearing shall be maintained and provided to the participant upon request.

8. The participant shall receive a written decision making findings of facts and conclusions of law and informing the participant of his/her right to appeal the decision through the state hearing procedure. This decision shall be rendered within 30 days of the date this hearing is held.

B. Conciliation Grievance

As specified in EAS Section 42-781 for cause determinations and formal conciliation, the procedures provided in Section 5302 of the Unemployment Insurance Code shall be followed.

C. State Hearings

The procedures provided in CFC Division 22 shall be followed.

County of Tulare  
**HEALTH & HUMAN SERVICES AGENCY**  
**HUMAN SERVICES BRANCH**

5957 S. Mooney Blvd., Visalia, CA 93277 • (209) 737-4682 • (209) 737-4694 (fax)

Ronald W. Probasco, Agency Director



John Davis, Assistant Agency Director

December 29, 1997

Curtis Howard, Welfare to Work Division  
744 P Street, MS 14-42  
Sacramento, CA 95814

RE: Tulare County Welfare Reform Plan, TulareWORKs

Dear Mr. Howard:

Tulare County hereby submits for approval its Welfare Reform Plan, TulareWORKs. TulareWORKs is submitted pursuant to the requirements of Section 10531 of the Welfare and Institutions Code required by The Welfare to Work Act of 1997, AB 1542.

The TulareWORKs reflects broad public input and community collaboration. It has been reviewed and approved by the Tulare County Board of Supervisors, and is signed by the Chair of the Board, Bill Maze.

Plan addendums will be submitted under the provisions of ACL 97-54.

As allowed by AB 1542 and ACL 97-54, Tulare County will implement Welfare Reform under the name TulareWORKs, on January 1, 1998.

For questions regarding the Tulare County Welfare Reform Plan, please contact David Crawford, Division Manager, at (209) 737-4660 (extension 2111) or Sabrina Kesterson, Program Specialist, at (209) 737-4660 (extension 2103).

Sincerely,

A handwritten signature in dark ink, appearing to read "Ron Probasco", is written over a horizontal line.

Ronald W. Probasco  
Director

RWP:cjl

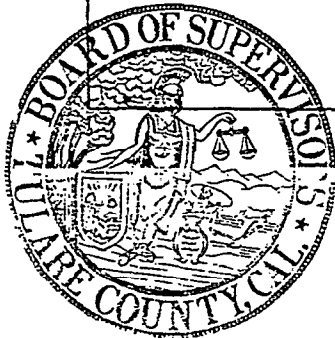
STATE OF CALIFORNIA  
COUNTY OF TULARE

I, THOMAS F. CAMPANELLA, Clerk, Board of Supervisors do hereby  
certify the foregoing to be a full, true and correct copy of an original order  
made and entered by said Board on December 23, 1997

as the same appears of record and do file in my office. Witness my  
hand and seal of said Board of Supervisors this 30<sup>th</sup> day  
of December 19 97

THOMAS F. CAMPANELLA  
Clerk, Board of Supervisors

By John M. Connel



COPY

# BEFORE THE BOARD OF SUPERVISORS

## STATE OF CALIFORNIA, COUNTY OF TULARE

IN THE MATTER OF Approval )  
of the Tulare County Welfare Reform )  
Plan - TulareWorks )  
)

RESOLUTION NO. 97-1130

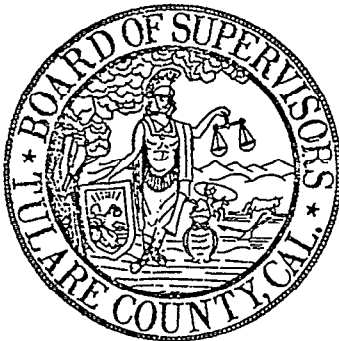
UPON MOTION OF SUPERVISOR MAPLES, SECONDED BY SUPERVISOR SANDERS, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING ON THIS 23RD DAY OF DECEMBER, 1997, BY THE FOLLOWING VOTE:

AYES: Supervisors Sanders, Richmond, Maze, Harness, and Maples

NOES: None

ABSTAIN: None

ABSENT: None



ATTEST: THOMAS F. CAMPANELLA  
COUNTY ADMINISTRATIVE OFFICER  
CLERK OF THE BOARD OF SUPERVISORS

BY:

Linda M. Connel

\*\*\*\*\*

Approved the Tulare County Welfare Reform Plan, as attached, and authorized the Chairman of the Board of Supervisors and the Director of Health and Human Services Agency to sign the Plan.

Be it further ordered, that the Tulare County Welfare Reform Plan be considered as a "Living Document".

## Tulare County's CalWORKs Plan

# TulareWORKs

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February 2, 1998

### **Tulare County Health and Human Services Agency**

Ronald W. Probasco, Agency Director

John Davis, Assistant Agency Director - Human Services Branch

David Crawford, Division Manager - CalWORKs

Lou Fernandez, Program Manager - Employment Services

Sabrina Kesterson, Program Specialist - Welfare Reform

This plan is submitted pursuant to Section 10531 of the Welfare and Institutions Code required by the Welfare to Work Act of 1997, AB 1542.



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## **I. EXECUTIVE SUMMARY**

### **STATE REQUIREMENTS**

*Briefly describe the CalWORKs program of Tulare County. Include:*

- (1) A listing of the major program goals and objectives; and*
- (2) A brief description of the major program elements which will contribute to those goals and objectives.*

### **COUNTY RESPONSE**

Tulare County has established major program goals and objectives designed to guide the development and implementation of welfare reform in Tulare County. The welfare reform program in Tulare County will be named TulareWORKs.

TulareWORKs Goal: To improve the well-being of the Tulare County community through the following actions:

1. Promoting personal responsibility, job readiness, and self-sufficiency
2. Protecting children and adults who are at risk of abuse or neglect
3. Providing temporary economic assistance to eligible families

#### **Objectives:**

1. Increasing employment and income among families receiving public assistance by encouraging full-time, part-time, or entry level jobs.
2. Reducing the number of families dependent on public assistance by providing a full range of welfare-to-work activities. These activities will provide early opportunities for participants to obtain unsubsidized employment which leads to self-sufficiency.
3. Establishing partnerships between government agencies, nonprofit agencies, educational institutions, training providers, economic development, business and labor representatives.
4. Eliminating unnecessary duplication of costs by making full use of existing training, education, and supportive services available in the community.

#### **Composition of Tulare County Welfare Reform**

The TulareWORKs plan is composed of community partnerships that maximize community resources provided to recipients. Although the TulareWORKs program in Tulare County depends on community partnerships, the TulareWORKs Plan only addresses those activities funded by the TulareWORKs Single Allocation. The TulareWORKs plan does not directly include welfare reform monies received by community colleges, adult schools, or the Private Industry Council.

## Community Partnerships

Tulare County believes that community involvement is critical to the success of TulareWORKs, and is working to involve all interested agencies, organizations, employers and individuals in the TulareWORKs process. This allows the community to fully understand the particular nature and size of the problem we must solve within the resources available for its solution.

Community members were asked to reassess traditional operating methods, and redraw the lines of communication and cooperation between agencies, services, and resources. The aim is to facilitate more efficient use of federal, state, county, and private funds.

Access to county resources are available throughout the TulareWORKs program. Whenever possible, applicants for public assistance are first referred to community resources. In those instances where community resources cannot meet the applicant's need, the county will evaluate the need for a lump sum payment to divert the applicant from ongoing cash aid. When the need for economic assistance cannot be abated through these channels, the applicant will be referred to TulareWORKs cash assistance and welfare-to-work activities.

Applicants and recipients of cash aid are informed that TulareWORKs provides temporary cash assistance. They also learn that recipients of cash aid must comply with all conditions of eligibility, including participation in welfare-to-work activities.

TulareWORKs participants work with self-sufficiency case managers to appraise job skills and the support services necessary to achieve self-sufficiency. This appraisal also helps to establish the first steps of the self-sufficiency plan for the participant. In those cases where participants do not find full-time unsubsidized employment through Job Search, the case manager and participant develop a detailed self-sufficiency plan.

Case managers monitor TulareWORKs participants through each step of the eligibility requirements and welfare-to-work activities. Self-sufficiency plans are tailored through the use of a full range of welfare-to-work activities. These activities are provided and coordinated through the Tulare County Health and Human Services Agency. This agency administers the TulareWORKs program, but has out-sourced certain services to increase efficiency and community participation.

All participants can access necessary support services. These support services include the mandated support services: child care, transportation assistance, ancillary expenses, and personal counseling.

Access to child care is available within the TulareWORKs offices. Case managers provide information regarding the proper selection of child care. Representatives from the Tulare County Office of Education currently manage the actual child care referrals, placements, and provider payments.

## II. COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING AND SUPPORTIVE SERVICES

### STATE REQUIREMENTS

*Briefly describe how the County will work with other public and private agencies to provide necessary training and support services. This section should include, at a minimum, a list of the necessary training and support services and the public and/or private agencies which will provide those services. [References: Education Code Section 10200 and WIC Section 10531(a)]*

*Does your county have a Refugee Employment Services Plan?*

☐ Yes    ☒ No

### COUNTY RESPONSE

#### Refugee Program

Tulare County's Refugee Employment Services funding expired September 30, 1997 as did its state-approved Refugee Employment Services Plan.

#### Collaboration With Public and Private Agencies

Tulare County is committed to providing TulareWORKs services through collaboration and partnerships with local public and private agencies. This commitment is demonstrated through current partnerships and collaborations with other community agencies and organizations.

Historically, our collaboration has been with the Tulare County Office of Education, and to a lesser extent, the Job Training Partnership Act program which is operated by the Private Industry Council. Tulare County Health and Human Services Agency, which leads the local TulareWORKs planning effort, has proven its ability to successfully partner with other entities to administer the GAIN program, although the current relationships have changed in anticipation of welfare reform.

Building on this experience, the Health and Human Services Agency is establishing and developing new working partnerships with many entities throughout the county.

These partnerships begin with Health and Human Services Agency liaisons who represent the agency at local committees providing oversight to service or training organizations within Tulare County. These representatives facilitate communication and coordination between the Health and Human Services Agency and the various agencies, committees, and programs that operate within Tulare County. This involvement also allows a complete understanding of local resources.

Oversight committees with Agency representation include:

- Governmental Assistance Reform Committee
- Local Child Care Planning Council
- Private Industry Council
- Tulare County Social Services Association
- Human Services Citizens' Advisory Board
- Tulare County Alcohol and Other Drug Advisory Board
- Integrated Children's Services Coordination Committee
- Visalia Healthy Start Executive Board
- Instructional and Job Training Plan Committee
- Able Industries
- Transit Planning Agency
- Domestic Violence Task Force
- Occupational Health and Safety Committee
- Community Services and Employment Training
- Tulare County Mental Health Advisory Board
- Central Valley Regional Center
- Proteus
- Community-based Organizations

Using the information available through agency liaisons and their committees, the Health and Human Services Agency is working to identify all community partners who may serve as training or supportive service providers. Also in development are the contractual and funding relationships that will allow access to each type of service.

### **Community Partners**

The recruitment of community partners continues as the needs for TulareWORKs services become evident. Although subject to change, Tulare County anticipates major roles to be assumed by the following partners:

### **Tulare County Health and Human Services Agency**

The Health and Human Services Agency will administer the TulareWORKs program. In this capacity the agency is responsible for the following:

- developing and maintaining of the Tulare County TulareWORKs plan
- conducting eligibility determinations
- establishing individual self-sufficiency plans
- providing case management for TulareWORKs services
- conducting selected welfare-to-work activities
- authorizing necessary support services, e.g., child care, transportation, ancillary expenses
- referring TulareWORKs recipients to other community partners
- fiscal processes and fraud prevention activities

### **Tulare County Office of Education**

The Tulare County Office of Education (TCOE) has served as one of the main service providers for GAIN. The relationship is expected to change and to continue under TulareWORKs. Future contracts may include the following activities:

- vocational assessments
- vocational education and training
- education directly related to employment
- adult basic education
- job search and job readiness
- job skills directly related to employment
- child care stages I, II, and III
- child care referrals and alternative payments
- transportation reimbursements

### **Job Training Partnership Act/Private Industry Council**

JTPA/PIC has been a partner in job placements and employment development. This relationship is expected to continue and grow as JTPA/PIC develops One-Stop Employment Services in Tulare County. Using funds available through federal Welfare-to-Work grants, JTPA will focus on TulareWORKs recipients who have significant work barriers. Future contracts may include several services:

- Job placements
- On-The-Job training
- Subsidized private sector employment
- Supported work

### **Other Community Partners**

The following entities have also been identified as potential partners in Tulare County TulareWORKs. Specific roles for potential partners are being developed. Some roles will require formal relationships (contracts, agreements, memorandums of understanding), and when appropriate, protocols, communication processes, and accountability.

- Chambers of Commerce
- Economic and Community Development Agencies
- Employer groups
- Labor councils and unions
- City governments
- Federal and State agencies.
- Private employers
- Public and Private schools

- Employment and Training Agencies
- Local Adult Schools and Community Colleges
- Schools to Career Project
- Tule River Indian Reservation Tribal Council
- Religious and Charitable Organizations
- Community-based Organizations

### Training and Necessary Self-Sufficiency Components

#### Training

Many community partners may provide training to TulareWORKs participants, with all partners demonstrating the ability to conduct programs that prepare trainees with job skills and work behaviors required in the employment community.

California State University at Fresno has proposed a research project that will be used to develop a TulareWORKs client profile. This profile may be used to identify areas of deficiency in job skills or work behaviors. Comparing this information with the job skills identified in labor market assessments and employer input will allow training to be accurately focused to meet the areas of greatest need.

The County has contracted for an in-depth assessment of labor market opportunities and skills requirements. This assessment will be done using focus group meetings with major businesses in Tulare County. The results will be used in working with the schools and colleges to deliver short-term, job-related education and skills training.

Periodic reviews are planned to assess progress toward stated goals and objectives.

#### Necessary Support Services

All TulareWORKs participants to determine necessary supportive services. Supportive services will be considered necessary when required to participants to take part in self-sufficiency plan activities.

The Health and Human Services Agency will authorize necessary support services, but services may be provided by a variety of community partners. The planning processes to establish detailed operations are in progress.

Tulare County Supportive Services will provide the following:

- child care
- transportation
- ancillary expenses
- personal counseling

No other types of services have been identified at this stage of the planning process. If other necessary support services are identified in the future, Tulare County will provide an addendum to this section of its TulareWORKs plan.



### III. PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

#### STATE REQUIREMENTS

*Describe the County's partnerships with the private sector, including employers, employer associations, the faith community, and central labor councils, and how those partnerships will identify jobs for TulareWORKs program recipients. [Reference: WIC Section 10531(b)]*

#### COUNTY RESPONSE

Tulare County has adopted a multi-level approach in partnering with the private sector and in identifying jobs for TulareWORKs recipients. This approach allows Tulare County to develop a foundation of understanding and cooperation throughout the county and to reach smaller communities and individual employers.

In working with the private sector to identify jobs, the first level of the Tulare County approach focuses on partnerships that may provide county-wide impact. The second level of the approach focuses on partnerships with private sector employers, or groups that serve a specific area within Tulare County.

#### County-Wide Private Sector Partners

Tulare County appointed its Health and Human Services Agency to lead the implementation of TulareWORKs in Tulare County. In this capacity, the agency has appointed liaisons who are responsible for developing county-wide partnerships between local government and private sector employers and organizations. These partnerships focus on county-wide issues, e.g., employment trends and economic development. Additionally, these partnerships assist in the coordination of county-wide information on available jobs.

Private sector partners are being sought from many areas and may include:

- Tulare County Private Industry Council/ Job Training Partnership Act
- Associations of Cities or Chambers of Commerce
- Economic and Community Development Agencies
- Private Employment Agencies
- Community Services, Employment and Training
- Proteus
- ABEL Industries
- Local labor union representatives
- Individual employers
- Local Faith Community

### **District Level Private Sector Partners**

Tulare County will administer TulareWORKs from the five existing district offices. Each district office serves incorporated communities and rural areas. The second level of private sector partnerships will address issues within these districts. District partnerships will create strong relationships with local organizations and individual employers.

To build better partnerships in these individual areas, liaison activities have been assigned to each district office. District Office Managers will conduct liaison activities designed to increase private sector communication with local TulareWORKs offices. These activities will include taking part in community organizations. Other liaison activities will be to establish and maintain contact with local officials of private and public organizations, and provide a contact point for community members.

Potential partners at the district office level include:

- Local Chambers of Commerce
- Private Employers
- Union Hiring Halls
- City Managers
- Employment Agencies
- Labor Contractors

Tulare County will continue to develop and improve its process for partnering with the private sector to identify jobs. Changes to the current planning process or philosophy will be reported in an addendum to the TulareWORKs Plan.

#### **IV. LOCAL LABOR MARKET NEEDS**

##### **STATE REQUIREMENTS**

*Briefly describe other means the County will use to identify local labor market needs.  
[Reference: WIC Section 10531(c)]*

##### **COUNTY RESPONSE**

Tulare County recognizes that local labor market needs are currently assessed by a number of agencies and organizations that serve Tulare County or the San Joaquin Valley area. To increase the value of these separate studies, Tulare County will coordinate this information to create a comprehensive labor market assessment that will identify local labor market needs and trends. This assessment will also be used to anticipate changes, and consolidate data.

Tulare County may coordinate this information by dedicating county staff to the function, or by assigning coordination activities to the Economic Development Council. The following agencies or organizations currently provide labor market information:

##### **California State University at Fresno**

CSUF has proposed to provide a comprehensive assessment of the labor pool provided by TulareWORKs participants. This assessment will provide baseline data that can be used to compare with traditional labor market assessments.

##### **Tulare County Office of Education**

TCOE is developing an assessment of the local labor market. This assessment will include information on current job availability, trends in employment opportunities, job skills, and employer requirements in each area. This assessment will also assist the county in establishing baselines for the local job market, which will aid in the development of job placement strategies, educational activities, and training components.

##### **Tulare County Colleges and Adult Schools**

The colleges and adult schools serving Tulare County conduct biannual assessments of the local job market. Tulare County Health and Human Services Agency will use these biannual assessments to establish local job market needs.

Additionally, one local community college, College of Sequoias, recently completed a Business Retention and Economic Advancement project. This special survey will also be incorporated into the Tulare County assessment of the local labor market.

### **Tulare County Private Industry Council**

The Tulare County Private Industry Council is the administrator for the Job Training Partnership Act (JTPA) program in this Service Delivery Area. Each year this agency produces the Occupational Outlook and Training Directory. The directory contains information highlights of the Labor Market Findings, and Occupational Profiles. Additionally, the Occupational Outlook and Training Directory will be used to assist in identifying local labor market needs.

### **California Employment Development Department**

Tulare County plans to use all information available through the local offices of the Employment Development Department. Labor market information will include current vacancies posted with this agency, and forecasts for future labor market needs. This information will be collected as it becomes available. The information may be used to assess current circumstances and to guide policy development for employment strategies.

## V. WELFARE-TO-WORK ACTIVITIES

### STATE REQUIREMENTS

*Each county is expected to offer a range of services adequate to ensure that each participant has access to needed activities and services to assist him or her in seeking unsubsidized employment. [Reference: WIC Section 11322.7(a)] Pursuant to WIC Section 11322.7(b) "No plan shall require job search and work experience of participants to the exclusion of a range of activities to be offered to recipients." Activities allowed by state law include, but are not limited to, those listed below. Please indicate which of the following activities will be provided and identify any allowable activities that will not be provided. [Reference: WIC Section 10531(d) and WIC Section 11322.6]*

### COUNTY RESPONSE

The goal of TulareWORKs is to move recipients of cash aid into unsubsidized employment. Achieving that goal will depend on matching job-ready applicants to available job openings.

Achieving job-readiness for all TulareWORKs recipients will require the greatest variety of welfare-to-work activities. Therefore, Tulare County opts to provide the full range of welfare-to-work activities named below.

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Unsubsidized employment  | <input checked="" type="checkbox"/> Self-employment                                    |
| <input checked="" type="checkbox"/> Subsidized private sector employment                           | <input checked="" type="checkbox"/> Community Service                                  |
| <input checked="" type="checkbox"/> Subsidized public sector employment                            | <input checked="" type="checkbox"/> Job search and job readiness assistance            |
| <input checked="" type="checkbox"/> On-the-job training  | <input checked="" type="checkbox"/> Job skills training directly related to employment |
| <input checked="" type="checkbox"/> Grant-based on-the-job training                                |  |
| <input checked="" type="checkbox"/> Vocational education and training                              | <input checked="" type="checkbox"/> Supported work                                     |
| <input checked="" type="checkbox"/> Education directly related to employment                       | <input checked="" type="checkbox"/> Transitional employment                            |
| <input checked="" type="checkbox"/> Adult basic education (includes basic education, GED, and ESL) | <input checked="" type="checkbox"/> Work Study   |
|  | <input checked="" type="checkbox"/> Work experience                                    |

## VI. SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

### STATE REQUIREMENTS

*Briefly describe how the welfare department and the County alcohol and drug program will collaborate and utilize new funds available to ensure the effective delivery of substance abuse services. These funds should be used to maximize federal financial participation through Title XIX of the federal Social Security Act. If the County has determined who will provide substance abuse treatment services, please indicate the providers in the plan. If that decision has not been made, please provide CDSS an addendum to the County TulareWORKs plan indicating the provider when determined. [Reference: WIC Section 11325.8]*

☒ *Certify that the County's substance abuse treatment services will include at least the following: evaluation, case management, substance abuse treatment, and employment counseling, and the provision of community service jobs.*

*Describe any additional services the County will provide. [Reference: WIC Section 11225.8]*

### COUNTY RESPONSE

#### Plan for Substance Abuse Services

Tulare County hereby certifies that substance abuse treatment services for TulareWORKs recipients shall include at least the following:

- evaluation
- case management
- substance abuse treatment
- employment counseling
- provision of community service jobs

These services shall be available as part of a recipient's self-sufficiency plan, following the Tulare County policy of supplementing substance abuse treatment services with the therapeutic effects of work activities.

Tulare County plans to provide substance abuse treatment services through the Substance Abuse Program of the Health and Human Services Agency. Using this strategy, the county will avoid duplication of administrative costs and increase service delivery staff. Recipients of TulareWORKs who are referred to substance abuse treatment services will be required to use any other coverage before funding from the substance abuse/mental health allocation is used. Additionally, federal financial participation under Title XIX of the federal Social Security Act will be maximized by matching the Mental Health funds from this source.

Tulare County has not yet identified additional services that will be provided for substance abuse. If additional services are identified, they will be included in a plan addendum.

**Plan for Mental Health Services**

Tulare County hereby certifies that Mental Health Services provided to TulareWORKs recipients for the purposes of self-sufficiency shall include the following:

- assessment
- case management
- treatment and rehabilitation services
- identification of substance abuse problems
- a process for identifying individuals with severe mental disabilities

Mental Health treatment will be provided as part of the self-sufficiency plan, following the Tulare County policy of supplementing mental health treatment services with the therapeutic effects of work activities.

Tulare County plans to provide mental health services through the Mental Health Branch of the Tulare County Health and Human Services Agency. The county will maximize funding by avoiding duplication of administrative costs while increasing service delivery staff.

Additionally, recipients of TulareWORKs who are referred for mental health services will be required to utilize Medi-Cal services or any other health care coverage before funding from the substance abuse/mental health allocation is used.

Tulare County has not identified additional services that will be provided for mental health treatment. If additional services are identified, they will be in an addendum to the Tulare County TulareWORKs plan.

## VII. MENTAL HEALTH SERVICES AVAILABLE AFTER TIME LIMITS

### STATE REQUIREMENTS

*Briefly describe the extent to which and the manner in which the County will make mental health services available to recipients who have exceeded the 18 or 24 month time limit. [References: WIC Section 10531 (f) and WIC Section 11454]*

### COUNTY RESPONSE

It is the goal of Tulare County to make available services to ensure the well-being of TulareWORKs families. To achieve that goal, TulareWORKs recipients who have exceeded the 18 or 24 month time limit may continue to receive mental health services.

#### Time Limit Extension

TulareWORKs recipients who reach the welfare to work time limits of 18 or 24 months may have their time limit extended for a maximum of additional six months. This extension requires the following:

- The TulareWORKs recipient has cooperated with all self-sufficiency plan requirements
- Continued plan compliance is likely to result in employment

This extension allows the continuation of mental health services as part of necessary support services, through the extended time limit.

#### Community Resources

A TulareWORKs recipient who has exceeded the 18 or 24 month time limits, or extensions of those time limits, may be referred to the Tulare County Mental Health Program. This program offers mental health services on a sliding fee scale.

Tulare County Mental Health Services can also provide referrals to other community programs that provide mental health treatment, or fund mental health treatment. Eligibility criteria vary by program. Local providers include the following agencies:

- Turning Point
- Porterville Youth Incorporated
- Victim Witness Program
- Child Welfare Services
- Tulare Youth Services Bureau
- Tulare County Family Services
- Porterville Mission Project
- Battered Women's Shelters



## VIII. CHILD CARE AND TRANSPORTATION SERVICES

### STATE REQUIREMENTS

*Please briefly describe how child care services will be provided to TulareWORKs participants. This should include a description of how the County will provide child care for families transitioning from county funded providers to non-county funded providers of child care services. It should also indicate what criteria the County will use to determine, on a case-by-case basis, when parents who have primary responsibility for providing care to a child six months of age or younger, may be exempt from welfare-to-work participation. The exemption period must be at least twelve weeks and, at county discretion, can be increased to one year for the first child. The exemption period of subsequent children is twelve weeks, but may be increased to six months. Briefly describe the criteria the County will use to determine the period of time a parent or other relative will be exempt considering the availability of infant child care, local labor market conditions, and any other factors used by the County. Additionally, briefly describe how the County will ensure parents needing child care services can access the Resource and Referral Agency.*

### COUNTY RESPONSE

#### Provision of Child Care Services

##### Planning

Tulare County is complying with the State requirement to establish a Local Child Care Development and Planning Council. This council will conduct assessments of local child care needs and make recommendations for the development of new child care facilities. The Local Child Care Development and Planning Council will meet state mandates for membership and duties.

##### TulareWORKs Child Care

Tulare County will make child care available to all TulareWORKs participants with children ages 10 and younger. Child care for older children may be available if there are sufficient funds.

Child care will be available while the TulareWORKs recipients take part in welfare-to-work activities. TulareWORKs participants may choose care from providers who are licensed or license-exempt.

License-exempt child care providers must apply for Trustline registration and Health and Safety certification if applicable. All providers will be encouraged to obtain training and education in basic child development. The County will comply with the State provisions that are scheduled to be issued to govern license-exempt providers.

### Stage I Administration

The Tulare County Health and Human Services Agency elects to administer the funds for Stage I child care. Stage I services are contracted to the Tulare County Office of Education.

### Access to TulareWORKs Child Care

Each TulareWORKs participant is appraised for support service needs, including child care. When child care is necessary TulareWORKs participants are given referrals to the Tulare County Office of Education. These referrals provide access to Resource and Referral and authorize child care payment.

For Stage I child care, Resource and Referral provides information related to licensed and license-exempt child care. Tulare County Office of Education operates Resource and Referral as part of its Child Care Education Program.

When the TulareWORKs participant has selected a child care provider, child care payments for Stage I are contracted to TCOE, Services for Education and Employment.

Child Care payments for Stages II and III are administered through TCOE, Resource and Referral.

### Stage Transitions

TulareWORKs participants move will between the three stages of child care to meet the funding requirements within each stage, and welfare-to-work activities. Child care transitions ensure that recipients experience no break in child care services, and will be based on recipient need, funding, and available child care slots.

### Exemptions From Welfare-To-Work Based On Age of Child

Certain TulareWORKs recipients may be unable to participate in welfare-to-work activities due to the age of their children.

Parents with primary responsibility for children six months of age or younger will be exempted from TulareWORKs activities. This exemption period may be shortened or extended. The exemption period for second or subsequent children is twelve weeks and may be extended. All changes to the basic exemption periods will be based on individual case assessments, using objective criteria and meeting the requirements of ACL 97-72.

The length of exemptions will be determined by an assessment of individual barriers, the future availability of support services, and the potential of the recipient for job readiness. The criteria for adjusting the exemption length includes:

- Availability of infant care
- Availability of transportation

- Parent's job history, educational status, and prior history of compliance with TulareWORKs requirements.

Using objective criteria, policies and procedures will be developed for establishing case-by-case exemption extensions. These policies and procedures will be used by line staff.

### **Transportation**

#### **STATE REQUIREMENT**

*Briefly describe how transportation services will be provided. [Reference: WIC Section 10531(g)]*

#### **COUNTY RESPONSE**

In Tulare County 25% of the cash aid recipients live in areas with no available public transportation, making transportation as a major barrier for many TulareWORKs recipients in seeking or retaining employment, or participating in welfare-to-work activities. This includes access to public transportation, costs of using private vehicles when public transportation is not available, and the limited availability of public transit in rural areas of Tulare County.

To address these barriers, three different activity types are necessary to successfully provide transportation services for TulareWORKs participants within Tulare County. The first activity is to maximize available public transportation. The second is to establish an infrastructure to support the issuance of transportation support services. The third is to expand the current availability of public transit.

All current activities and future developments will be based on the county-wide collaboration of the Health and Human Services Agency, local Public Transportation Agencies, and other community partners who provide transportation or administer reimbursements for transportation costs.

#### **Maximizing Available Transportation**

To maximize public transportation, Tulare County plans to fully utilize public transit services available within Tulare County, increase public transportation whenever possible, and explore alternate forms of transportation. The first steps of the Tulare County collaboration began with meetings to identify and understand the current public transportation availability, planning, and funding processes. The next steps will include identification of unmet transportation needs, review of operational alternatives, and funding options to address unmet needs.

Where there is public transit available, all public transit agencies in Tulare County will consider giving priority to the use of transit funds for the enhancement of public services for welfare-to-work purposes.

In areas where public transit is unavailable, Tulare County will give priority to transit alternatives; subsidies, vouchers, van pools, and contract paratransit operators are some options that will be considered to promote welfare-to-work purposes. This process is estimated to continue for the next six months.

### **The Infrastructure to Support Transportation Services**

Tulare County is currently developing the operational processes for access to transportation support services. This includes public transit and reimbursement to TulareWORKs participants for the use of private transportation.

Preliminary plans for delivering transportation services utilize separate authorization and issuance agencies. Tulare County Health and Human Services Agency will authorize transportation services. Priority will be given to the use of public transportation whenever possible. Additionally, transportation costs will not be duplicated if provided by another community partner.

Payment services are contracted to the Tulare County Office of Education.

### **Process**

A TulareWORKs case manager will assess each recipient's transportation needs. When necessary for the completion of his or her self-sufficiency plan, a TulareWORKs recipient will receive authorization for transportation services. Authorization will allow issuance of public transportation passes or the reimbursement of expenses related to the use of private vehicles.

Tulare County will provide public or private transportation at the regional transportation rate and in accordance with ACL 97-72.

Tulare County will track and report, as required, the supply, demand, and use of necessary support services for transportation.

## IX. COMMUNITY SERVICE PLAN

### STATE REQUIREMENTS

*Briefly describe the County's plan for providing community service activities. This should include a description of the process the County will follow to determine where community services assignments will be located, and the agencies/entities that will be responsible for project development, fiscal administration, and case management services. If it is not known at this time, the County may provide the specific details of the Community Service Plan as an addendum. [References: WIC Section 11233.6 and WIC Section 11322.9]*

### COUNTY RESPONSE

Tulare County has developed the general requirements of its community service plan.

#### Plan Development

The community service activities will be developed by a welfare-to-work workgroup in collaboration with community partners who operate as public or private nonprofit entities. They are:

- Tulare County Government agencies and departments
- Local private sector employers
- Local education agencies
- Organized labor
- Recipients of aid under TulareWORKs
- Government and community-based organizations providing job training and economic development.
- Tulare County Volunteer Bureau

The goal of this planning process is to identify all of the following:

- Unmet community needs that could be addressed through community service activities.
- The target population to be served.
- Entities responsible for project development, fiscal administration, and case management services.
- The terms of community service activities, that, to the extent feasible, shall be temporary and transitional, and not permanent.
- Supportive efforts, including job search, education, and training, which shall be provided to participants in community service activities.

### **Planning and Implementation Roles**

Tulare County Health and Human Services Agency will be responsible for implementation of the Community Service Plan. In this capacity the agency will assume responsibility for project development, fiscal administration, and case management services.

### **Minimum Criteria for Community Service Activities**

Community service activities shall meet all of the following criteria:

- Be performed in the public and private nonprofit sector.
- Provide participants with job skills that can lead to unsubsidized employment.
- Comply with the antidisplacement provisions contained in Section 11324.6 of the Welfare and Institutions Code.

### **Participation in Community Service Activities**

TulareWORKs recipients shall be required to participate in community service activities in the following circumstances:

- When the recipient has received their full term of welfare-to-work services and the county has certified that no job is currently available.
- When the parent or caretaker is in a job but works fewer than the number of hours required by the county's participation standards. Additionally the county must certify that no other job is available to complete the required hours.
- To supplement other work participation activities in order to meet TulareWORKs requirements

### **Supportive Services for Community Service Placements**

Necessary support services will be provided for those TulareWORKs participants in community service as a welfare-to-work activity. There are four basic services:

- Child Care
- Transportation
- Ancillary Expenses
- Personal Counseling

Necessary support services will be provided for those TulareWORKs participants in community service who have completed welfare-to-work activities, but participate in community service to continue receiving cash assistance. Two services are required:

- Child Care
- Transportation

Other supportive services may be provided by the county at the county's option.

### **Location of Community Service Assignments**

Tulare County has developed guidelines for the location of community service assignments.

- When possible, community service assignments will be developed to match geographical concentrations of TulareWORKs recipients.
- When possible, TulareWORKs recipients will be assigned community service assignments in the service district where the recipient resides.

Tulare County will file an addendum to its TulareWORKs plan when the specific details of the Community Service Plan are known.

## **X. WORKING WITH VICTIMS OF DOMESTIC VIOLENCE**

### **STATE REQUIREMENTS**

*Briefly describe how the County will provide training for those county workers who will be responsible for working with TulareWORKs recipients who are victims of domestic violence. [Reference: WIC Section 10532(I)]*

*Until regulations are adopted by California Department of Social Services in consultation with the Task Force on Domestic Violence established by the Welfare-to-work Act of 1997, the County may utilize other standards, procedures, and protocols for determining good cause to waive program requirements for victims of domestic violence, for example, those now used in the GAIN Program. [Reference: WIC Section 11495.15] Please describe the criteria that will be used by your County for this purpose and what approach the County would take to deal with recipients who are identified in this way.*

### **COUNTY RESPONSE**

#### **Domestic Violence Protocol**

Tulare County recognizes and supports the need to protect victims of domestic violence while encouraging those victims to move to self-sufficiency. Until a statewide protocol is developed, Tulare County will establish a local protocol for assisting victims of domestic violence. This protocol will be developed through collaboration between Tulare County Health and Human Services Agency and community agencies who serve victims of domestic violence. The domestic violence protocol and procedures will incorporate certain components:

#### **Protocol Intent**

The final County protocol and procedures will be designed to provide maximum protection and services to the victims of domestic violence while encouraging self-sufficiency and independence. The Tulare County Domestic Violence Protocol will allow flexibility in tailoring work and educational plans to meet the needs of domestic violence victims.

#### **Definition of Abuse**

The definition of "abuse" will be that defined by Welfare and Institutions Code 11495.12: battering or subjecting a victim to extreme cruelty by (1) physical acts that resulted in or threatened to result in physical injury; (2) sexual abuse; (3) sexual activity involving a child in the home; (4) being forced to participate in non consensual sexual acts or activities; (5) threats of, or attempts at, physical or sexual abuse; (6) mental abuse; (7) neglect or deprivation of medical care, or (8) stalking.

#### **Disclosure of Domestic Abuse**

All applicants and recipients of TulareWORKs will be allowed to voluntarily and confidentially disclose abuse at any time. Victims who choose not to self-identify will not be penalized.



Confidentiality of Disclosures

The County will develop procedures to ensure the confidentiality of any information pertaining to any applicant/recipient of aid who claims to be a past or present victim of abuse. Confidentiality will be ensured whether the information is obtained from the applicant/recipient or a third party.

Third Party Contacts

Tulare County will not contact the person believed to be the perpetrator of abuse, or any other person deemed by the victim to be unsafe to contact, for the purpose of corroborating, verifying, or refuting evidence of abuse.

Evidence of Abuse

Acceptable evidence of abuse will include those identified by Welfare and Institutions Code 11495.25: sworn statements by a victim of past or present abuse (unless the agency documents in writing an independent, reasonable basis to find the recipient not credible), police, government agency or court records or files; documentation from a domestic violence program, legal, clerical, medical, another professional from whom the applicant or recipient has sought assistance in dealing with abuse.

Tulare County will file an addendum to the TulareWORKs plan when details of the protocol are known.

Waivers of Welfare-to-Work Activities

TulareWORKs applicants and recipients claiming to be victims of domestic violence or abuse are referred to the Tulare County Health and Human Services Agency, Mental Health Branch. An assessment is performed by a Mental Health professional. Waivers for welfare-to-work activities are granted based on the recommendations of the Mental Health professional.

Staff Training for Victims of Domestic Violence

Tulare County recognizes the need for county staff to receive training regarding domestic violence and the impact on its victims. Until the California Department of Social Services adopts a model curriculum for domestic violence training, Tulare County will provide its own curriculum. This curriculum will be developed by working with the Mental Health Branch of HHSA and community service providers for victims of domestic violence. Curriculum will be tailored for staff as follows:

All Staff

All TulareWORKs staff will be trained to understand the dynamics of abuse and to recognize the symptoms of domestic violence. TulareWORKs staff will also learn to make appropriate referrals to case managers or other outside agencies. The referral procedures will be included in the new Tulare County protocol.

#### Self-Sufficiency Counselors

Self-Sufficiency Counselors (SSCs) serve as case managers for TulareWORKs. Staff in this classification will receive training to understand the social, physical, cognitive, and emotional impacts of domestic violence. Case managers will also be trained in the legal options and issues for victims of domestic violence. Instruction will be provided in TulareWORKs provisions that are specific to victims of abuse, structuring a welfare-to-work plan with provisions for domestic violence services, and monitoring domestic violence victims.

#### Self-Sufficiency Resource Specialists

TulareWORKs lead workers will receive training for dealing with the most difficult or sensitive cases. Duties may include making the final determination of a domestic violence exemption, and the length of that exemption. Additional training will include working with victims of domestic violence in the legal system and with other agencies.

#### Case Managers for Child Welfare Services

They will also receive training in the county protocol for communication with TulareWORKs case managers.

#### Training Providers

Training will be provided through a variety of sources. Tulare County will coordinate domestic violence training through the Health and Human Services Agency, Staff Development Unit. The Staff Development Unit will use internal agency resources, local providers, and the University of California at Davis.

When details of the TulareWORKs Domestic Violence training are known, an addendum will be filed to the Tulare County TulareWORKs plan.

## **XI. PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES**

### **STATE REQUIREMENTS**

*Please indicate whether there were any local program outcome objective identified during the TulareWORKs plan development process and how the County proposes to track those outcomes. If the County develops alternative outcomes for the TulareWORKs program during future collaborative efforts, please submit information on those measures as an addendum to the TulareWORKs plan. [Reference: WIC Section 10542]*

### **COUNTY RESPONSE**

Tulare County recognizes the federal and state objectives for welfare reform, and has developed its own objectives to address trends and social issues within our community.

These objectives are centered on the children of Tulare County. The communities within Tulare County are making unprecedented efforts to collaborate and cooperate in order to achieve the goals and objectives of welfare reform. Achieving these goals and objectives will improve the future of children whose families are dependent on public assistance.

#### **Objectives for Improving Social Issues**

##### **Increase in Tulare County Child Support Collections and Establishment of Paternities**

Many children depend on cash aid because they receive little or no child support. To address this issue, Tulare County will strengthen its partnership with the District Attorney's Family Support Division for the establishment of paternity and increased child support collection. A significant part of this new partnership will be the working relationships developed by co-locating line staff from family support within TulareWORKs district offices.

Tracking of information to measure this goal will accomplished using current reports available through the Tulare County District Attorney's office, Child Support Division.

##### **Reduction in Tulare County School Drop-Out Rate**

Tulare County has a yearly school drop out rate of 3.2%. Tulare Counties believes that continued collaboration with the Health and Human Services Agency, school systems, and other community partners will lower this school drop out a rate. This should occur because of the financial incentives for children receiving cash aid to maintain school attendance.

Tracking of information to measure they will accomplish these goal using current reports available through the Tulare County Office of Education.

##### **Reduction in Tulare County Teenage Birth Rate**

Births to teenage parents account for 19% of all births occurring within Tulare County. Teen

pregnancy places the teen parents at disproportionate risk of welfare dependence. To reduce this risk Tulare County will continue its collaboration with community agencies to lower the rate of births to unwed teenage young people in Tulare County.

Tracking of information to measure they will accomplish these goal using current reports available through the Tulare County Health and Human Services Agency.

#### Increased Child Immunizations

In Tulare County age two have immunized only 38% of all children entering kindergarten. They have estimated that every \$1 spent on immunization later saves about \$10 in medical costs. Therefore, increased immunizations for Tulare County children should improve the health of children and result in financial savings from reduced costs for medical care.

Tracking of information to measure this goal will accomplished using current reports available through the Tulare County Health and Human Services Agency.

#### Objectives for TulareWORKs Results:

##### Increased Reported Earnings

Caseload studies from August 1997 showed 13% of the cash aid caseload reported earnings equivalent to full-time employment. Tulare County will seek to increase this percentage to 25% by July 1, 1998. Thirty-nine percent of all cases report some level of earnings. Tulare County will seek to increase this to 50% over the next two fiscal years.

Tracking of information to measure this goal will accomplished using current reports available through the Tulare County Health and Human Services Agency.

#### Objectives for Community Collaboration

##### Implementation of One-Stop Employment Services Model

Tulare County is developing the planning process necessary to create a One-Stop Employment Services model. The County believes this model will serve the community better than the current model, which requires multiple avenues of access.

Community collaboration for this process will be measured by the milestones for the welfare-to-work one-stop grants. Grant submission is due by March 31, 1998. Implementation of the grant is expected September 1, 1998.

Increased Community Collaboration

Tulare County is committed to increasing community collaboration for the efficient delivery of services. Tulare County currently serves the needy through a collection of agencies, organizations, and private parties. A variety of services are provided, but these services are not always coordinated to avoid duplication, or to maximize efficiency.

Increased community collaboration will be measured through the membership and success of the following committees:

Local Child Care Planning and Development Council, established January 1998

Transportation Taskforce, established January 1998

Community Service Taskforce, established January 1998

Employment Development Task Force, to be established February 1998

Increased Skill Level In Local Labor Pool

The TulareWORKs program provides the opportunity to raise the skill level in the local labor pool. This effort will center on TulareWORKs recipients, but will also impact other members of the labor pool through the efforts of the Economic Development Corporation, adult schools, community colleges, and other training providers. An example of this concept will be One Stop Employment Services.

Measurement of this goal will begin with the completion of the labor market assessments and client profiles. These tools will provide baseline data for comparisons against future assessments.

## **XII. PUBLIC INPUT TO THE COUNTY PLAN**

### **STATE REQUIREMENTS**

*Briefly describe the means the County used to obtain broad public input in the development of the TulareWORKs plan [Reference: WIC Section 10531(k)]*

### **COUNTY RESPONSE**

Tulare County, with its commitment to community involvement, provides many avenues for input to the TulareWORKs plan. The County seeks input on several levels. This will results in a TulareWORKs plan that reflects the best ideas from throughout the county.

#### **Committee Representation**

##### **Governmental Assistance Reform Committee**

A member of the Tulare County Board of Supervisors chairs this committee. This committee is responsible for reviewing county-wide issues and forwarding its recommendations to the Health and Human Services Welfare Reform Committee. The Governmental Assistance Reform Committee has membership representing agencies, organizations, and the community. The committee is composed of representatives from the following agencies or organizations:

- Lindsay-Strathmore Coordinating Council
- United Way
- Visalia Police Department
- FoodLink
- The Good News Center
- Family Services of Tulare County
- Tulare County Health and Human Services Agency
- Employment Development Department
- College of Sequoias Child Development
- UC Cooperative Extension
- Tulare Youth Services Bureau
- Tulare County Board of Supervisors
- Visalia Times Delta
- League of Women Voters
- Tulare County Alcoholism Council Inc.
- Proteus
- Social Security Administration
- Visalia Emergency Aid Council
- City of Visalia
- Tulare Emergency Aid
- Community Representatives

#### Health and Human Services Welfare Reform Committee

Tulare County began planning for welfare reform and seeking public input in October 1996. A Welfare Reform committee was established to study the federal legislation and the state proposals. This original committee is composed of representatives from the following agencies:

- Health and Human Services Agency
- County Counsel
- Department of Education
- Job Training Partnership Act
- District Attorney's Office, Family Support Division
- Probation Department

This oversight committee is supported by working subgroups who review issues and provide recommendations.

#### Public Hearings

Prior to formal adoption of the TulareWORKs plan, eight community meetings were held throughout the county. Meetings were held during mornings, afternoons, and evenings. Formal announcements preceded all public meetings, and copies of the Draft TulareWORKs Plan were available for review.

During community meetings the County presented an overview of welfare reform and the county planning process. Verbal input was recorded, and written input was also accepted. Interpreters were provided for non-English proficient members of the community.

Community meetings were held in the following locations:

- Dinuba, California
- Exeter, California
- Porterville, California
- Tulare, California
- Visalia, California

The community meetings attracted residents, cash aid recipients, representatives from several community-based organizations, and media. The community input received during these meetings focused on five major areas:

#### Creation of Jobs in the Tulare County

The Tulare County residents attending the community meetings questioned the viability of welfare reform given this county's agricultural economy, seasonal jobs, and chronic high unemployment rate.

Other issues in job creation included low wages and a lack of jobs for unskilled or non-English speaking workers. Attendees noted that literacy is an issue for the Tulare County work force.

*These issues are addressed in the Job Creation section of the Tulare County Welfare Reform Plan*

#### Child Care

Community input regarding child care centered on the concern that parents would be required to leave their children unattended in order to meet work participation requirements. The need for child care during evening and weekend hours was also a concern.

*This issue is addressed in the Child Care and Transportation section of the Tulare County Welfare Reform Plan*

#### Transportation

Community members were concerned about the County's ability to meet the need for transportation to and from rural areas.

*This issue is addressed in the Child Care and Transportation section of the Tulare County Welfare Reform Plan.*

#### County Coordination of Resources

Community members were concerned that current resources for job training and job placement would be duplicated under a new program. They preferred a single point of access for current employment services. This topic is connected with the need for coordination between TulareWORKs employment services and the services funded by the Federal Welfare-to-Work Grants being provided through JTPA.

*This issue is not specifically addressed in the Tulare County Welfare Reform Plan. It is part of an ongoing effort to coordinate local resources and simplify the use of employment and training services available in the county.*

*The efforts to coordinate local resources and simplify the use of employment and training services in the county focus on the use of automation to establish and maintain multi-agency access and case management standards.*

*Issues specific to automation include; increasing access to various service providers; developing a common case management system; developing interfaces between shared systems and individual systems; and creation of a data warehouse to store case history.*



### Specialized Meetings

Community members expressed the need for ongoing meetings to address the development of welfare reform in Tulare County. Some meetings will address issues regarding specific segments of the population. Other meetings are more informative in nature.

*Tulare County has established a new series of public meetings that will occur throughout the implementation of TulareWORKs. The first meeting under this new format was held with representatives of the Southeast Asian community and others are planned.*

### **XIII. SOURCE AND EXPENDITURES OF FUNDS**

#### **STATE REQUIREMENTS**

*Provide a budget specifying your county's estimated expenditures and source of funds for the TulareWORKs program on the forms provided (Attachment 2). Your budget should meet the requirement of WIC Section 15204.4 which specifies that each county shall expend an amount for these programs (administration and services) that, when combined with funds expended for the administration of food stamps, equals or exceeds the amount spent by that County for corresponding activities during the 1996/97 fiscal year. [Reference: WIC Section 10531(1)]*

#### **COUNTY RESPONSE**

The expenditure budget has been completed to match the preliminary spending necessary to support the program activities outlined in the TulareWORKs Plan.  
The amounts reflect the Single Allocation for Tulare County.

Please see Attachment One.

#### **XIV. ASSISTING FAMILIES TRANSITIONING OFF AID**

##### **STATE REQUIREMENTS**

*Please describe how the County will work with families transitioning off aid. The description should include (1) assistance for those individuals who transition off aid due to time limits, and (2) those who leave aid due to employment. [Reference: WIC Section 10531(m)]*

##### **COUNTY RESPONSE**

Tulare County recognizes the importance of a successful transition from assistance. This transition may occur because of employment or because TulareWORKs recipients within the family have reached their time limits for assistance. Services have been tailored for each transition type.

##### **Transitions Due To Employment**

Employed participants transitioning from cash aid will receive transitional support services from specialized case managers. These support services are intended to increase self-sufficiency and employment retention.

These support services will not provide cash assistance, but may provide assistance in problem-solving, crisis management, or advanced life skills.

TulareWORKs District Office resource centers will also be available to families transitioning from cash aid due to employment. Resource centers provide job information, and peer group support.

Continued eligibility for Medi-Cal or Food Stamps will also be established to provide a safety net for the family.

##### **Transitions Due to Time Limits**

Recipients may transition off aid due to time limits in two circumstances. Both circumstances will result in loss of cash aid for the TulareWORKs recipient.

##### **Welfare to Work Time Limits**

If the recipient has reached the welfare-to-work time limit (18 or 24 months), refuses to accept available employment, fails to comply with a self-sufficiency plan, or refuses community service, that person will be ineligible for cash aid.

##### **60 Month Time Limits**

A TulareWORKs recipient who has received the maximum 60 months of cash aid assistance is ineligible for cash aid.

Transitional Services for Time-Expired Individuals

In cases where the available resources and services of Tulare County have not been sufficient to place a person in the workforce, transitional services will be limited to those available in the TulareWORKs resource centers. Available resources will include:

- Assistance from Self-Sufficiency Counselors
- Access to community providers of employment and training services
- Job listings for the local area
- Internet access for job searches outside the local area
- Telephone banks for use in job searches

Tulare County recognizes these policies as guidelines. Situations may occur that require exceptions to be made. The county will remain flexible in meeting the support and motivational needs of transitioning TulareWORKs recipients. Objective criteria, policies, and procedures will be developed to assist in determining exceptions to basic guidelines.

## **XV. JOB CREATION**

### **STATE REQUIREMENTS**

*Please describe the efforts that have been undertaken, or that the County plans to pursue, relating to the job creation plan described in Chapter 1.12 (commencing with Section 15365.50) of Part 6.7 of Division 3 of Title 2 of the Government Code.*

### **COUNTY RESPONSE**

Tulare County is establishing a Welfare-to-Work Job Creation Task Force. The membership of the task force will include local agencies with a proven record in economic or community development.

The first assignment of the task force will be the application for seed money through the Job Creation Investment Fund. The amount of seed money available to Tulare County is \$83,364.00.

The second assignment of the task force is to develop a strategic plan for securing new private, unsubsidized employment within Tulare County. This strategic planning process will include collaboration with existing economic development agencies and partners. The funding for the initial stages of this project will be provided by the seed money from the Job Creation Investment Fund.

## **XVI. OTHER ELEMENTS**

### **STATE REQUIREMENTS**

*Pilot projects: please include a description of any pilot projects that the County may wish to pursue and submit a separate proposal for, as part of its TulareWORKs Program. Should the County later determine an interest in a pilot proposal, this information could be submitted as an addendum to the County Plan.*

### **COUNTY RESPONSE**

Tulare County is currently considering many alternatives for maximizing success with welfare reform. Some avenues for maximizing success include:

- Coordination of community resources for the hard-to-employ populations.
- Preparation of recipients to meet local labor force demands.
- Addressing the needs of the TulareWORKs population in areas of chronic high unemployment.
- Improving administration of program services to clients.

Development and local approval of these proposals must be completed before any proposal is submitted for approval as part of the Tulare County TulareWORKs plan.

## **XVII. COMPLIANCE WITH REQUIREMENT OF CalWORKs**

### **STATE REQUIREMENTS**

*Under CalWORKs counties are required to enroll single parent families in welfare-to-work activities for a minimum of 20 hours per week beginning January 1, 1998, 26 hours per week beginning July 1, 1998 and 32 hours per week beginning July 1, 1999. [Reference: WIC Section 11322.8(a)]*

*Prior to July 1, 1999, counties have the option of requiring adults in single-parent assistance units to participate up to 32 hours per week. Does your county intend to exercise that option? [Reference: WIC Section 11322.8(a)]*

### **COUNTY RESPONSE**

Tulare County will require single-parent families to participate in welfare-to-work activities for a minimum of 20 hours per week beginning January 1, 1998, 26 hours per week beginning July 1, 1998, and 32 hours per week beginning July 1, 1999.

Tulare County also opts to require adults in single-parent assistance units to participate up to 32 hours per week in welfare-to-work activities when the additional hours are necessary to meet the requirements of the individual's welfare-to-work plan.

Two parent families will be required to participate in welfare-to-work activities for a minimum of 35 hours per week. This amount can be shared between the parents as long as one of the parents participates for at least 20 hours per week. The minimum number of hours will increase to reflect changes to state and federal minimums.

## **XVIII. INTERACTION WITH AMERICAN INDIAN TRIBES**

### **STATE REQUIREMENTS**

*Please describe the discussions that have occurred with respect to administration for the federally recognized American Indian Tribes located within your county. This should include whether the County will administer the program, whether the tribes will administer their own approved tribal TANF program, or whether there will be joint/tribal administration. [Reference: WIC Section 10553.2]*

### **COUNTY RESPONSE**

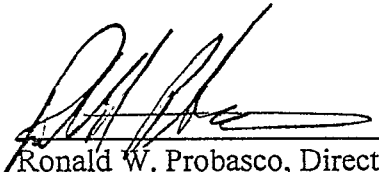
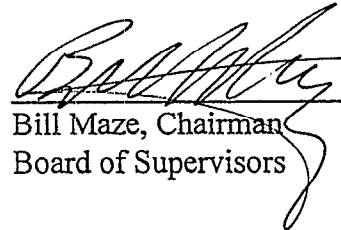
Tulare County has discussed TulareWORKs requirements and options with the administration of the Tule Indian Reservation.

The Tule Indian Reservation has determined that it will not administer the TulareWORKs program within reservation boundaries. The administration of TulareWORKs will be the responsibility of the Tulare County Health and Human Services Agency.



CERTIFICATION:

THIS PLAN HAS BEEN DEVELOPED IN ACCORDANCE WITH THE APPROPRIATE FEDERAL, STATE AND COUNTY LAWS AND REGULATIONS. THE TERMS OF THIS PLAN, INCLUDING ALL CERTIFICATIONS WITHIN THIS, AND ALL APPLICABLE LAWS AND REGULATIONS WILL BE FOLLOWED DURING THE IMPLEMENTATION AND EXECUTION OF THIS PLAN.

  
\_\_\_\_\_  
Ronald W. Probasco, Director  
Health and Human Services Agency  
\_\_\_\_\_  
Bill Maze, Chairman  
Board of Supervisors

# County Plan Budget 1997/98 State Fiscal Year

## Section 1

	Total	FCS	State General Fund	County Funds *	Other **
Food Stamp Administration (For County MOE Purposes)	5,056,046	1,883,298	2,779,820	392,928	

- \* When combined with food stamp administration, the total level of estimated County funds for CalWORKs administration and services should meet the requirement of Section 15204.4 of the W&I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or exceeds the amount expended for corresponding activities in 1996/97.
- \*\* If other sources of funding are being made available for an activity, please identify on a separate page.

# County Plan Budget 1997/98 State Fiscal Year

## Section 2

**Note: The following categories are for information purposes only and are not an indicator of specific claiming categories.**

	Total	TANF/State General Fund	CCDBG	Title XIX	County Funds *	Other **
TOTAL CalWORKs Admin & Services Items (A) thru (D)						
(A) TOTAL CalWORKs Single Allocation Items (1) thru (7)						
(1) Benefit Administration	7,902,700	6,697,679			1,205,021	
(2) Program Integrity (Fraud)	622,903	589,034			33,869	
(3) Staff Development/Retraining	795,812	676,440			119,372	
(4) Welfare-to-Work Activities	9,212,560	8,755,618			456,942	
(5) CalLearn	1,079,046	1,063,940			15,106	
(6) Child Care - 1st half of 1997/98	1,366,366	709,823	656,543			
(7) Other Activities ***						
(B) Child Care - 2nd half of 1997/98	3,387,557	3,013,338	374,219			
(C) Mental Health Treatment	394,394	197,197		197,197		
(D) Substance Abuse Treatment	335,235	335,235				

\* When combined with food stamp administration, the total level of estimated County funds for CalWORKs administration and services should meet the requirement of Section 15204.4 of the W&I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or exceeds the amount expended for corresponding activities in 1996/97.

\*\* If other sources of funding are being made available for an activity, please identify on a separate page.

\*\*\* Please identify "other activities" on a separate page.

W&I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or